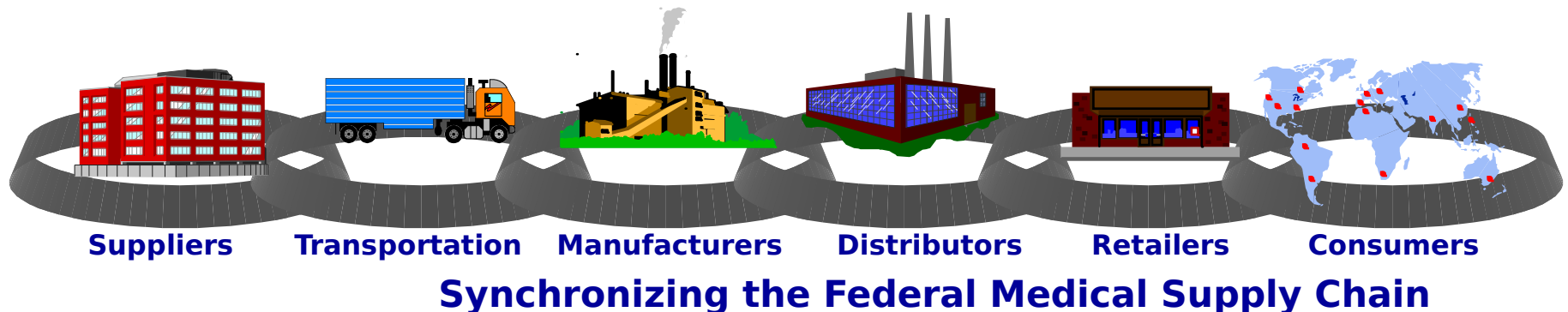


Data Synchronization Support Post Award Meeting

**Kathleen Garvin
Program Manager, DoD Data
Synchronization
Defense Supply Center Philadelphia
16 August 2004**



Agenda

- Opening Remarks
- Introduction
- Contract Status
- Tasks/Requirements Summary
- Contract Review of Tasks and Expectations
- Review of Deliverables and Acceptance

Procedures

- Format for Monthly IPRs/Contract Requirements
- Financial Management/Project Management
- Timeline
- Closing Remarks

Contract Status

- Contract (BPA) Awarded 16 Jun 04
- Contractor: SAIC
- Small Business Subcontractor:
Comergent
- POP: Base Period and two one-year option periods
- Dollar Value: \$2.7 M Base Period
- Selection Official: Richard Cromley
- Contracting Officer: Robert Tomczak

Tasks/Requirements Summary

4.1	Task 1 - Synchronize and sustain 30,000 Prime Vendor items.
4.2	Task 2 - Sync/Sustain 10,000 Non-PV Items
4.3	Task 3 - Sync/Sustain 10,000 Readiness Items
4.4	Task 4 - Expand Manufacturer Participation in Data Sync
4.5	Task 5 - Provide DS support to DMLSS/DSCP
4.6	Task 6 - Transition Planning
4.7	Task 7 - Project Management Documentation
4.8	Task 8 - Market DS to Commercial Industry

Task 1

Synchronize and Sustain 30,000 Prime Vendor Items

- Maintain
- Monthly Update to DSCP
- Error reports—DAPA
- High Velocity Reports
- DSCP Integrate into DMLSS

Task 2

Synchronize and Sustain 10,000 Non-PV Items

- Source: MTFs Local Purchase Data
 - Army: Eisenhower, Brooks, Walter Reed
 - Navy: Bethesda, San Diego, Jacksonville
 - AF: Lackland, Travis, Wright-Patterson
- Report items available via PV or ECAT
- Report items that may be candidates for other centralized purchasing consideration
- Utilize Army's eZ Save (AVS Application)

Task 3

Synchronize and Sustain 10,000 Readiness MedSurg Items

- Item Selection Team:
 - DSCP Maria Zmurkewycz
 - Army Gerry LoSardo (?)
 - AF Maj Cupito
 - Navy LCDR Hugh Clinton & Joe Deane
- Refresh monthly
- Focus on PV items
- Maximize use of RMA Data

Task 4

Expand the Data Synchronization Program

- Add up to 5 large manufacturers
- Add up to 5 small manufacturers
- Data Audit Tool
- Manufacturer Web Site Link
- Pilot PDU
- Assist DoD in Partnering with Healthcare Industry

Task 5

Provide Additional Data Synchronization Support to DSCP

- 1.5 manyears
- Briefings, information papers, presentation materials, assistance in planning and integration, business process improvement, relationships with external organizations

Task 6

Develop and provide a Data Synchronization Transition Plan

- At the conclusion of the contract

Task 7

Develop and Provide to PM Project Management Documents

- Project Reporting, schedule, milestones, workplan, financial reporting, IPRs, status Reports, metrics, etc.

Task 8

Market Data Synchronization Program to Commercial Industry

- Networking at conferences, industry meetings, HCEC, CHES, Prime Vendors, Manufacturers, etc.

Deliverables Acceptance Procedure

- Submit to PM
- Reference Deliverable paragraph in BPA by task #
- PM will staff will appropriate CBU Chief
- PM will notify SAIC of acceptance
- Deliverables tracking documents

Format for Monthly IPRs/Contract Requirements

- Meet at the PM's direction
- 9-12 Meetings
- Agenda
 - High Level View – Across Projects
 - Work performed by Task (last 30 days)
 - Work to be performed (next 30 days)
 - Identify Variances
 - Financial Review

Financial Management

- SAIC submits financial statements every 4 weeks
 - Breaks out expenditures in dollars and hours by task
 - By labor category
 - By individual
 - Breaks out travel costs
 - Prior Travel approval in writing by PM
 - Rolls up expenditures to a summary page with current period and cumulative history from start of contract
- SAIC submits invoice to accompany financial statement
- Government matches invoice and financial statement

Financial Management

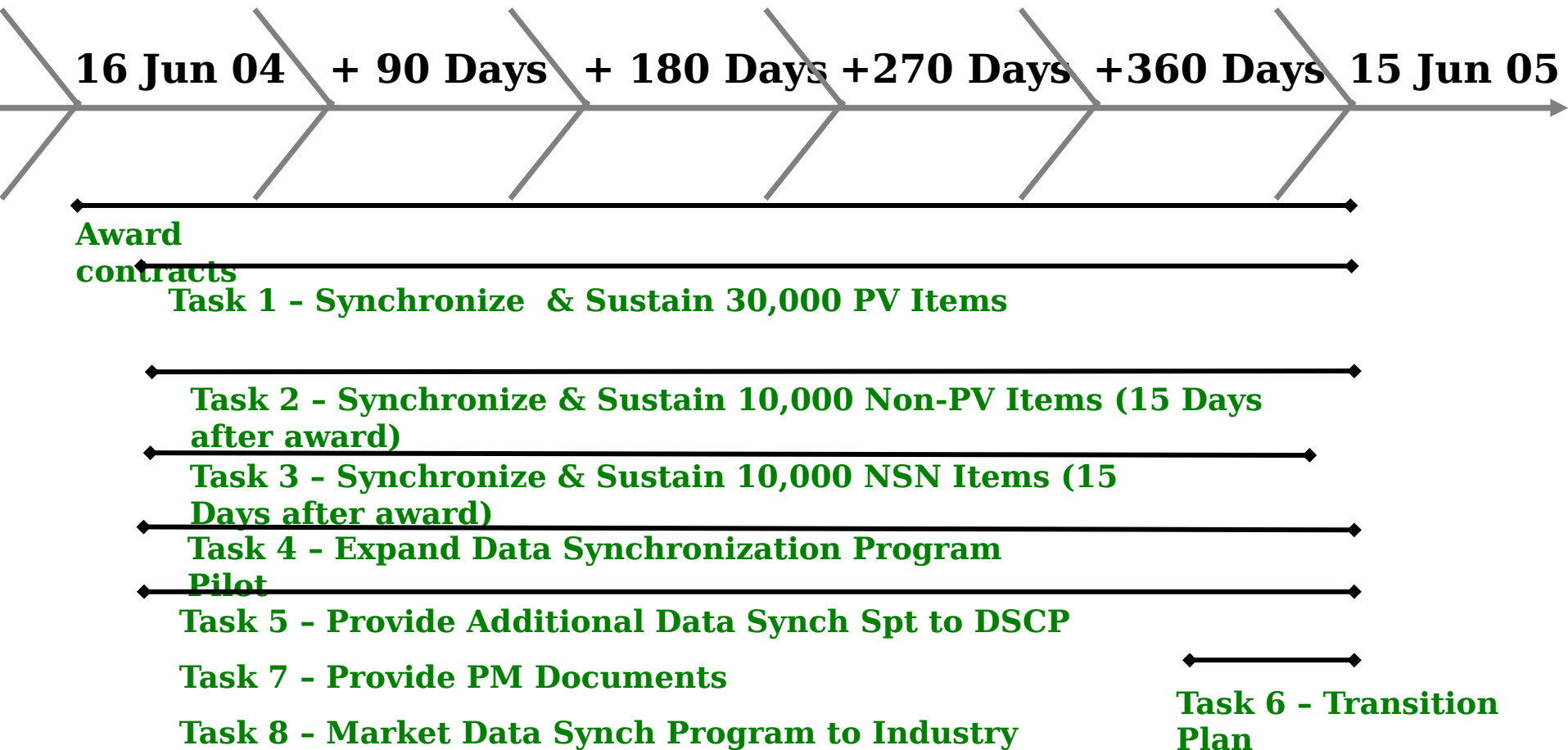
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- Government generates DD-250 and sends to DFAS once invoice signed
- Government checks Electronic Document Access system to ensure contractor has been paid

Project Management

- High-Level Status Report – Formal deliverable, monthly briefing, includes metrics, IPR
- Weekly Convergent Status Report
- Project Planning and Tracking Software
- SAIC required to submit detailed MS Project plan of tasks in SOW
- Will be blended with PM support documents, federal group's activities, and industry/CHES initiatives in MS Project

Contract Milestones





QUESTIONS?